

Foothill Transit Executive Board

MINUTES

The regular meeting of the Foothill Transit Executive Board was held Friday, April 21, 2006 at the Foothill Transit Board Room, 1st Floor, 100 North Barranca Avenue, West Covina.

President Lantz called the meeting to order at 8:04 a.m. The following members were present, constituting a quorum of the Executive Board:

Paula Lantz, President
Peggy Delach
Wil Briesemeister
John Fasana
Lola Storing

Staff and Guests present:

Doran Barnes, Executive Director
Kevin McDonald, Deputy Executive Director
Darold Pieper, General Counsel
Peter Papadakis, Board of Supervisors

Pledge of Allegiance

Member Lantz led those present in the Pledge of Allegiance.

APPROVAL OF MINUTES FOR THE REGULAR MEETING OF MARCH 24, 2006

The regular meeting minutes of March 24, 2006 were approved as submitted.

Motion: Member Storing, seconded by Member Briesemeister
Vote: Unanimously carried

President Lantz recognized Councilmember Dan Kirby, City of Monrovia.

PUBLIC COMMENT

Mary Griffieth addressed the Board regarding a particular Coach Operator on Bus 1128 that provided great customer service and overall pleasant demeanor. Ms. Griffieth also commented on the increased traffic for Line 480 due to filming of movies in downtown

Los Angeles and suggested consideration for creating an Express Bus line to assist.

PRESENTATIONS:

Contractors' Employee of the Month Awards

Phil DeLisle introduced and recognized the following awardees:

Cesar Aleman, Pomona First Transit Employee of the Month
Tom Roman, Pomona First Transit Operator of the Month

John Farrell introduced and recognized the following awardees:

Jesus Perez, Irwindale/Arcadia First Transit Operator of the Month
Jayme Owens, Irwindale/Arcadia First Transit Employee of the Month

Promotions

Doran Barnes, Executive Director, introduced and recognized the following employees:

Maria Hernandez – Administrative Assistant to Transit Store Manager
Trina Padilla – Community Outreach/Special Events Coordinator to Quality Assurance Inspector
TJ Nass – Marketing Coordinator to Community Outreach/Special Events Coordinator

New Hires

Oscar Flores – Part-time CSR, Puente Hills Store
LaShawn Gillespie – Procurement Manager

CONSENT CALENDAR:

The Executive Board adopted the Consent Calendar Agenda Items #7 – #11.

Motion: Member Fasana, seconded by Member Storing
Vote: Unanimously carried

REGULAR AGENDA:

PERFORMANCE INDICATORS REPORT – MARCH 2006

Rahul Kumar, Director of Planning, reported on the performance indicators data (copy on file):

- Boardings: Overall boardings recorded by the farebox for March 2006 was 1,271,404. This total is 2.47 percent above March 2005 ridership.

- Fare Revenue: Total fare revenue for March 2006 was \$1,340,397, an increase of 22.07 percent over March 2005, resulting in an average fare of \$1.05 per boarding.
- Operating Expenses: Total operating expenses for March 2006 were \$5,057,158, resulting in an average cost per service hour of \$78.25, which is 10.02 percent above the FY 06 target of \$78.62.
- Accidents: There were 24 preventable accidents recorded in March 2006 for an average of 1.67 accidents per 100,000 miles; an increase of 14 accidents over March 2005.
- Customer Complaints: 7.31 complaints were recorded per 100,000 boardings for March 2006, which represents a 54.8 percent decrease from March 2006. Mr. Kumar advised that most service changes occur in the month March which yields to increased complaints.
- Schedule Adherence: In December, 91.3 percent of all trips surveyed were reported on-time.

The Executive Board received and filed the March 2006 Performance Indicators Report.

Motion: Member Briesemeister, seconded by Member Fasana
Vote: Unanimously carried

PROPOSED FY 2007 SERVICE CHANGES

Mr. Kumar provided a PowerPoint presentation highlighting the proposed 2007 service changes (copy on file). He reported Line 189 is the lowest performing line in the Foothill Transit system and is recommended for cancellation. The line suffers from ineffective routing and duplicates frequent service. Member Fasana asked why Line 189 was implemented to begin with. Mr. Kumar advised that Line 189 was originally part of the 2000 Foothill Transit Strategic Plan; however, ridership has tapered off since its inception. Lines 196-97 will replace existing lines 190-91, 193 and 195. This merge will improve frequency and service to these routes. Line 283 is recommended for cancellation, since it duplicates a significant portion of other existing Foothill Transit services. By extending service on Line 851, the cancellation of Line 283 will be minimal. Member Fasana expressed concern regarding a potential gap in service by terminating Line 283. Mr. Kumar stated transit riders will need to walk to the next closest bus stop (roughly 1 mile) to board Line 851. The introduction of the Silver Streak will reduce travel time by 30-40 minutes and easily connects riders to other transit organizations. Further, Line 480 will be restructured to provide local service; Line 481 duplicates existing services and is proposed for cancellation; and Lines 482, 486, 488, 492, and 494 will be restructured once the Silver Streak begins service.

Foothill Transit will hold a Public Outreach during June 2006 – August 2006 to provide riders/customers an opportunity to share their concerns on the proposed 2007 service changes. Mr. Kumar reported a service change pamphlet will be distributed and information will also be available on Foothill Transit's website. The planned implementation date for the proposed service changes is March 2007.

Member Fasana noted the proposed service changes are reasonable and should be helpful given the climate of rising fuel costs and other budgetary restraints.

The Executive Board approved to recommend that the Governing Board authorize the Executive Director to hold public meetings regarding proposed service changes as detailed in the proposed FY 2007 Business Plan.

Motion: Member Fasana, seconded by Member Delach
Vote: Unanimously carried

PARTIAL POSTPONEMENT OF FARE ADJUSTMENTS

Mr. Kumar provided a PowerPoint presentation highlighting the partial postponement of Phase II fare adjustments (copy on file). Since the current base fare is competitive and allows Foothill Transit to maximize its farebox and countywide funding revenues, delaying the increase of the base fare is recommended. Also, it is recommended to postpone the increase to our Local Plus fares in lieu of recent revenue decreases.

Based upon fare structure, increase in ridership and introduction of the Silver Streak service, Foothill Transit fare revenue is projected to increase by 3.1 percent to an annual total of \$16,500,000. This will result in a farebox recovery of 25.4 percent.

The Executive Board approved to recommend to the Governing Board partial postponement of Phase II concerning the fare restructuring as outlined in the FY 2007 Business Plan.

Motion: Member Briesemeister, seconded by Member Fasana
Vote: Unanimously carried

PROPOSED FISCAL YEAR 2007 BUSINESS PLAN

Kevin McDonald, Deputy Executive Director, summarized the Proposed Fiscal Year 2007 Business Plan (copy on file) and reported the following:

- Orbital was awarded the contract to install Smart*Bus* technologies on board all 314 buses in the fleet. Smart*bus* implementation is expected to begin in March 2007;
- Implement a formal Transit Safety and Security Program;
- Expand communications to ensure effective communication with planning and transportation staff in our member jurisdictions;
- Improvements to the El Monte Bus Station are complete;
- The Transit Oriented Neighborhood Program funded 200 spaces for Park and Ride users for Claremont's Village Expansion Project. The facility is scheduled to open in July 2006;
- Foothill Transit closed escrow March 6, 2006 for the new administrative

headquarters located at the Washington Mutual Building on 100 S. Vincent Avenue in West Covina. The Invitation for Bids (IFB) will be released in May 2006;

- Construction will begin on the new Operations Warehouse and Storage Building facility in Arcadia in June 2006;
- Purchase 40 compressed natural gas (CNG) buses to replace the older diesel-fueled coaches;
- The FY 2007 Operating Budget is \$65.2 million; This increase is derived from rising fuel costs and increases in operations and maintenance cost;

Richard Hasenohrl, Director of Finance, summarized the following Operating and Capital Budgets for Fiscal Year 2007 (copy on file):

- Operating revenues will increase 4.25% (an increase of \$673,000). This amount includes slight modifications to the fare increases approved last year.
- Grant revenues are expected to drop an additional \$1.5 million in FY2007 after a \$3.8 million drop in the current year (\$5.3 million, or 8.1% of the operating budget in two years). This is due to the continued effect that Metro's fare reduction had on the Funding Allocation Procedure (FAP).
- Operating expenditures are estimated to increase 12% (about \$7million), in lieu of higher fuel costs and operating contracts.
- A \$7.8 million shortfall is currently predicted for FY2007. This gap will be bridged by prior year surplus local funds and federal capital funding (preventive maintenance).

Doran Barnes, Executive Director, thanked the Administrative Advisory Committee for their insight and suggestions regarding the Fiscal Year 2007 Business Plan. Mr. Barnes added Foothill Transit's budget is balanced for 2007; however, funding challenges are anticipated in 2008 due to changes in the FAP and increased fuel costs. With respect to the Transit Safety and Security Program, Mr. Barnes advised the Los Angeles County Sheriff's Department is experiencing a staffing shortage and is unable to provide the five transit officers as requested. Extra dollars are available to supplement this expense in the FY 2007 Capital Budget expenditures. Member Fasana inquired about Foothill Transit's past-practice of using Section 5307 funds. Mr. Barnes stated these funds are generally used for Capital Projects/Programs and is allowable to use towards maintenance needs. Member Fasana commented on the uncertain climate regarding future funding and asked what other agencies/organizations are doing to combat this issue. Mr. Barnes advised Foothill Transit staff will research this issue and report back at a future Board meeting.

The Executive Board recommends approval of Foothill Transit's proposed Business Plan, which combines the agency's Budget, Short Range Transit Plan and Performance Targets, for Fiscal Year 2007 to the Governing Board.

Motion: Member Delach, seconded by Member Storing
Vote: Unanimously carried

BOARD MEMBER AND EXECUTIVE DIRECTOR COMMENTS

Mr. Barnes reported the Executive/Governing Board Annual meeting(s) will be held Wednesday, May 3, 2006 beginning at 5:00 p.m.

ADJOURNMENT

There being no further business, the Executive Board adjourned in memory of Eric Buckley at 9:31 a.m.

April 21, 2006